

California State Polytechnic College Passed C&B 5-12-71
San Luis Obispo Passed SAC 5-31-71
Associated Students, Incorporated

AMATEUR RADIO CLUB BYLAWS

PREAMBLE

We, the students of the California State Polytechnic College having a mutual interest in amateur radio, do hereby associate ourselves together for the purpose of continuing our amateur radio activities, and do adopt this Constitution for our government.

Article I. Name

The name of this organization shall be "Cal Poly Amateur Radio Club."

Article II. Membership

Section A. Active

Any student body member of the California State Polytechnic College shall be eligible for active membership.

Section B. Associate

Any faculty or staff member of the California State Polytechnic College shall be eligible for associate membership.

Article III. Dues

Section A. Requirement

The club shall charge each member a fee, fixed by the club, for each academic year. Once paid, the member becomes a member in good standing for that academic year. Should an active member in good standing miss four (4) consecutive meetings, he shall no longer be an active member in good standing but will regain that position upon attendance of a club meeting.

Article IV. Officers

Section A. The faculty advisor shall be trustee of the club station.

Section B. The elected officers of the club shall be a President, Vice-President, Secretary-Treasurer, Station Manager, and Engineering and Technology Council Representative.

Section C. Duties of Officers.

1. President; the president is responsible for the leadership of the club. He conducts the meetings and is the liaison between the trustee and the club.
2. Vice-President; the vice-president is second to the president and will replace the president if he resigns, is recalled, or is unable to perform some or all of his duties. The vice-president shall be a member of all committees.
3. Secretary-Treasurer; the secretary-treasurer shall keep club minutes, be responsible for club correspondence, collect dues, and handle all other club financial business.
4. Station Manager; the station manager shall be responsible for the proper operation of club equipment. He shall see that all club equipment not operating properly is repaired. The station manager shall also see that all users of club equipment are properly instructed in its use and are "checked out" before using said equipment.
 - a. An active member in good standing must have successfully completed one quarter as a student at California State Polytechnic College before he may be checked out. When being checked out, the active member in good standing must pay a one-time check-out fee set by the club.
5. Engineering and Technology Council Representative; the engineering and technology council representative shall represent the club at the Engineering and Technology Council meetings.

Section D. The election officers for an academic year shall be held in the Spring Quarter preceding the new academic year.

Article V. Meetings

Section A. A meeting shall be called during the first three weeks of the school year by the president, or in his absence, the vice-president, or in the absence of both, by the trustee.

Section B. Regular meetings shall be held at least once each quarter of the regular school year.

Section C. Special meetings may be called by the president.

Section D. At least one week advance notice must be given for each meeting.

Article VI. Election and Recall of Officers

- Section A. A majority of active members in good standing at a meeting shall constitute a quorum.
- Section B. An active member in good standing shall be legally elected to an office if he receives a majority of the quorum's votes.
- Section C. Any elected officer may be subject to recall upon presentation of a petition at a regular or special meeting of the club if said petition is signed by twenty-five (25) percent of the active members in good standing of the club.
- Section D. The petition shall be referred to a vote by a ballot of the members of the club within two weeks.
- Section E. If two-thirds of the quorum cast votes in favor of recall, the recall shall be considered legal and effective.
- Section F. The president shall then call a meeting to elect a new officer for the vacated position. If the position vacated was that of the president, the vice-president shall become the new president and shall call a meeting to elect a new vice-president. The term of the newly elected officer shall end when the term of the expelled officer was scheduled to end.

Article VII. Voting of Expenditures

- Section A. Voting of expenditures of club funds shall be considered legal if a majority of a quorum approve such expenditures.

Article VIII. Expulsion of members

- Section A. Any member may be expelled by a two-thirds vote of all active members in good standing of the club.

Article IX. Amendments

- Section A. Any proposed amendment must be initiated by at least twenty-five percent of the active members in good standing and submitted to the secretary of the club.
- Section B. The date of the filing of the petition with a full statement of the amendment, shall be posted conspicuously.
- Section C. A favorable vote of two-thirds of active members in good standing shall be necessary to pass the amendment.

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Section D. All amendments to the constitution and bylaws shall be subject to the approval of the Student Affairs Council.

Article VII. Administrative Review

Section A. All regulations and procedures outlined in the Constitution shall be subject to review by the President of the California State Polytechnic College.

Article X. Ratification

Section A. The ratification by two-thirds majority of members in good standing shall be sufficient for the establishment of this Constitution.

71-67-4

California State Polytechnic College State University
San Luis Obispo
Associated Students, Incorporated

AMATEUR RADIO CLUB BYLAWS

PREAMBLE

We, the students of the California State Polytechnic College State University having a mutual interest in amateur radio, do hereby associate ourselves together for the purpose of continuing our amateur radio activities, and do adopt this constitution for our government.

Article I. Name

The name of this organization shall be "Cal Poly Amateur Radio Club."

Article II. Membership

Section A. Active.

Any student body member of the California State Polytechnic College State University shall be eligible for active membership. Any active member who leaves the university for more than one quarter shall be restored to active status upon reenrollment in the university.

Section B. Associate.

Any faculty or staff member of the California State Polytechnic College State University shall be eligible for associate membership.

Article III. Dues Fees

Section A. Requirement.

The club may charge each member a fee, fixed by the club, for each academic year at the time the member joins. Once paid, the member becomes a member in good standing for that academic year. Should an active member in good standing miss four (4) consecutive meetings, he shall no longer be an active member in good standing but will regain that position upon attendance of a club meeting.

Article IV. Officers

Section A. The faculty advisor shall be trustee of the club station.

Section B. The elected officers of the club shall be a President, Vice-President, Secretary-Treasurer Secretary, Treasurer, Station Manager, and Engineering and Technology Council Representative. any other office that the club finds

necessary.

Section C. Duties of Officers.

1. President: the president is responsible for the leadership of the club. He conducts the meetings and is the liaison between the trustee and the club.
 2. Vice-President: the vice-president is second to the president and will replace the president if he resigns, graduates, is recalled, or is unable to perform some or all of his duties. The vice-president shall be a member of all committees.
 - 3- Secretary-Treasurer: the secretary-treasurer shall keep club minutes, be responsible for club correspondence, collect dues, and handle all other club financial business.
 3. Secretary: the secretary shall keep club minutes and be responsible for club correspondence.
 4. Treasurer: the treasurer shall collect fees and handle all other club financial business.
 54. Station Manager: the station manager shall be responsible for the proper operation of club equipment. He shall see that all club equipment not operating properly is ~~required~~ repaired and that the station is clean. The station manager shall also see that all users of club equipment are properly instructed in its use. and are "checked-out" before using said equipment.
- a- An active member in good standing must have successfully completed one quarter as a student at California State Polytechnic College before he may be checked out. When being checked out, the active member in good standing must pay a one-time check-out fee set by the club.
- 5- Engineering and Technology Council Representative: the engineering and technology council representative shall represent the club at the Engineering and Technology Council meetings.

Section D. The election of officers for an academic quarter year shall be held during the first meeting of that quarter. in the Spring Quarter preceding the new academic year.

Article V. Meetings

Section A. A meeting shall be called during the first three weeks of the school year by the president, or in his absence, the

vice-president, or in the absence of both, by the trustee.

Section B. Regular meetings shall be held at least once each quarter of the regular school year.

Section C. Special meetings may be called by the president.

Section D. At least one week advance notice must be given for each meeting.

Article VI. Election and Recall of Officers

~~Section A. A majority of active members in good standing at a meeting shall constitute a quorum.~~

Section B. An active member in good standing shall be legally ^{NOMINATED &} elected to an office if he receives a majority of a quorum's votes.

Section C. Any elected officer may be subject to recall upon presentation of a petition at a regular or special meeting of the club if said petition is signed by twenty-five (25) percent of the active members in good standing of the club. ~~Section D. The petition shall be referred to a vote by a ballot of the members of the club within two weeks. Section E. If two-thirds of the quorum cast votes in favor of recall, the recall shall be considered legal and effective.~~

Section F. The president shall then call a meeting to elect a new officer for the vacated position. In the event that an office is vacated, a new officer shall be elected at the next meeting or at the meeting in which a recall has been passed. If the position vacated was that of the president, the vice-president shall become the new president and a new vice-president shall be elected. ~~shall call a meeting to elect a new vice-president. The term of the newly elected officer shall end when the term of the expelled officer vacated office was scheduled to end.~~

Article VII. Voting of Expenditures of Club Funds

Section A. Voting of expenditures of club funds shall be considered legal if a majority of a quorum approve such expenditures.

Section A. Expenditures of \$25.00 or less and routine purchases of items for resale by the club shall require prior approval of the treasurer.

Section B. Expenditures of more than \$25.00, except routine purchases of resale items, shall require approval by a vote of the club membership. The expenditure shall be considered legal if approved by a majority of a quorum's votes.



Section C. Purchase of items for resale during special events, e.g. Poly Royal, shall not be considered routine purchases.

Article VIII. Expulsion of Members (MOVE TO ARTICLE I)

Section A. Any member may be expelled by a two-thirds vote of all active members in good standing of the club.

Article IX. Amendments

Section A. Any proposed amendment must be initiated by at least twenty-five percent of the active members in good standing and submitted to the secretary of the club.

Section B. The date of the filing of the petition with a full statement of the amendment, shall be posted conspicuously.

Section C. A favorable vote of two-thirds of active members in good standing shall be necessary to pass the amendment.

Section D. All amendments to the constitution and bylaws shall be subject to the approval of the ~~Student Affairs Council~~.

~~Article VIIIX. Administrative Review~~

~~Section A. All regulations and procedures outlined in the Constitution shall be subject to review by the President of the California State Polytechnic College State University.~~

Article XI. Ratification

Section A. The ratification by two-thirds majority of active members in good standing shall be sufficient for the establishment of this constitution.

2/14/86

TO: AMATEUR RADIO CLUB

FROM: ASI CODES & BYLAWS COMMITTEE

AFTER REVIEWING YOUR BYLAWS, I FOUND NUMEROUS CHANGES AND ADDITIONS WHICH MUST BE MADE. THEY ARE:

① IN THE PREAMBLE, YOU MUST INCLUDE THE FOLLOWING STATEMENT

for file on charter "IT IS THE INTENT OF THIS ORGANIZATION TO ABIDE BY PERTINENT, STATE, UNIVERSITY, AND ASI REGULATIONS."

② IN ARTICLE II, YOU MUST INCLUDE THE FOLLOWING STATEMENTS

a. "ONLY ACTIVE MEMBERS MAY PARTICIPATE IN MEETINGS, BE ELECTED TO OFFICE, VOTE, DEBATE, OR REPRESENT THE ORGANIZATION,"

or charter b. "THERE MAY BE NO MEMBERSHIP DISCRIMINATION ON THE BASIS OF RACE, SEX, RELIGION, NATIONAL ORIGIN, OR SEXUAL PREFERENCE,"

Amend just c. "THIS ORGANIZATION OR ANY OF ITS MEMBERS SHALL NOT CONSPIRE TO COMMIT ANY ACT WHICH CAUSES OR IS LIKELY TO CAUSE BODILY DANGER, OR PHYSICAL OR EMOTIONAL HARM TO ANY MEMBER OF THE CAMPUS COMMUNITY."

③ IN ARTICLE IV, YOU MUST INCLUDE THE FOLLOWING STATEMENTS

Amend a. "OFFICERS MUST HAVE AT LEAST 2.0 CAL POLY CUMULATIVE GPA AT THE TIME OF NOMINATION AND ELECTION, AND MUST MAINTAIN AT LEAST A 2.0 GPA WHILE IN OFFICE."

b. AN OFFICER MUST BE DESIGNATED TO FILL OUT A YEAR END REPORT & SUBMIT IT TO THE STUDENT LIFE & ACTIVITIES DEPT. TWO WEEKS AFTER ELECTIONS.

- ④ UNDER ARTICLE II, YOU MUST INCLUDE THE FOLLOWING STATEMENTS
- A. YOU MUST STATE WHICH FORM OF PARLIAMENTARY PROCEDURE (RULES OF ORDER) WILL BE FOLLOWED. THE ASI USES ~~THE~~ "STURGIS RULES OF ORDER TO REFER TO FOR ALL PARLIAMENTARY PROCEDURES NOT COVERED BY THESE BYLAWS."
- B. YOU MUST ALSO STATE WHAT PART OF YOUR ACTIVE MEMBERSHIP CONSTITUTES A QUORUM AT ANY MEETING.
- ⑤ UNDER ARTICLE VII, YOU MUST INCLUDE THE FOLLOWING STATEMENT
- "FUNDS MUST BE ADMINISTERED THROUGH THE ASI ACCOUNT SERVICE AND WITHIN ASI POLICIES AND PROCEDURES."
- ⑥ UNDER ARTICLE IX, ~~SECTION D~~ SECTION D, THAT STATEMENT SHOULD READ, "AMENDMENTS MUST BE APPROVED BY THE CODES & BYLAWS COMMITTEE, STUDENT SENATE, AND THE UNIVERSITY BEFORE BECOMING EFFECTIVE."
- ⑦ UNDER ARTICLE XI, YOU MUST INCLUDE THE FOLLOWING STATEMENT
- "THESE BYLAWS SHALL BE IN ACCORDANCE WITH THE ASI BYLAWS AND CODES, AND THE POLICIES OF THE UNIVERSITY."
- ⑧ YOU SHOULD ALSO CREATE AN ARTICLE FOR AN ADVISOR. IT SHOULD STATE, AT LEAST, "THE ADVISOR SHALL BE A MEMBER OF THE TEACHING OR ADMINISTRATIVE FACULTY OR STAFF WHO SHALL BE APPROVED IN ADVANCE BY HIS/HER RESPECTIVE DEPARTMENT HEAD AND SCHOOL DEAN."

8 NOTE ALL CHANGES MADE ON THE RETURNED COPY OF YOUR BYLAWS.

AFTER THE ADDITIONS & CHANGES HAVE BEEN MADE, YOU SHOULD RETURN NEW COPIES OF YOUR BYLAWS FOR APPROVAL. ONCE THEY HAVE BEEN APPROVED BY MY COMMITTEE, I WILL FORWARD THEM TO THE STUDENT SENATE FOR THEIR APPROVAL. I WILL NOTIFY YOU OF THE DATE OF THAT MEETING SO YOU CAN SEND A REPRESENTATIVE TO ANSWER ANY QUESTIONS. IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT ME @ 541-5337 OR LEAVE A NOTE IN THE ASI OFFICE WITH YOUR NAME & PHONE NUMBER. THANK YOU FOR YOUR COOPERATION.

Kem Badouinac

CHAIRMAN, ASI CODES & BYLAWS
COMMITTEE

